

**AGENDA ITEM III B 1**

**PROPOSED NEW ACADEMIC PROGRAM**

**NUNEZ COMMUNITY COLLEGE**

**ASSOCIATE OF APPLIED SCIENCE IN INDUSTRIAL TECHNOLOGY**

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### **NUNEZ COMMUNITY COLLEGE**

#### **ASSOCIATE OF APPLIED SCIENCE IN INDUSTRIAL TECHNOLOGY**

##### **BACKGROUND INFORMATION**

At its meeting of August 26, 2004, the Board of Regents took the following action:

**The 21 low-completer programs listed in Chart D shall be temporary maintained through AY 2005-06. As indicated in Staff Comments, the affected institutions shall submit proposals for new, substitute programs for the existing low-completer programs by June 1, 2005. Thereafter, appropriate external consultant/staff reviews shall be scheduled to determine the relative need for and quality of the projected substitute programs.**

Two programs at Nunez Community College (NCC) were listed on Chart D: the Associate of Applied Science (A.A.S.) in Industrial Technology Management and the A.A.S. in Culinary Arts and Occupations. NCC has reviewed both curricula and those of associated certificate-level programs and has developed replacement programs.

NCC requests termination of its A.A.S. in Industrial Technology Management, along with that program's component Certificates of Applied Science (C.A.S.) in Carpentry & Building Construction, Machine Tool Technology, Residential & Commercial Wiring, and Welding. In their place, the College requests replacement programs as follows: an A.A.S. in Industrial Technology with four component Certificates of Technical Studies (C.T.S.) in Construction Technology, Machine Tool Technology, Electrical Construction, and Welding Technology.

The institution indicates that the replacement program should better serve the need currently expressed by industry for entry level skills in production jobs at local plants. The changes also represent a consolidation of currently fragmented components into a more structured ladder of career training which leads to an associate degree. Nunez intends for the program to articulate to a similar program at Southeastern Louisiana University and one in development at Southern University in New Orleans.

##### **STAFF ANALYSIS**

###### **1. Description**

For the A.A.S. program in Industrial Technology (I.T.), course offerings in the major will be drawn from current programs of study. Subject areas include Carpentry, Computer, Construction, Drafting, Electrical, Environmental, Heating/Ventilation/Air Conditioning, Industrial, Instrumentation, Machine Tools, Production Operations and Welding technologies.

The curricular structure of the proposed A.A.S. is shown below.

Area of concentration	36 cr hrs
General education requirements	19
Enrichment courses	6
Speech	3
Computer Information Literacy	<u>3</u>
	67 cr hrs

The area of concentration will consist of thirty-six hours in one subject area or may consist of courses from several areas. Nine hours in the area of concentration must be earned in residence and nine must be in courses with an INDT prefix. Students will work with an academic advisor from the area of concentration chosen to insure proper course selection. The flexibility offered by the alternate curricular structure should enable each student to craft a curriculum through which he or she can develop skills particularly suited to his or her desired job. For example, a welding student might enroll in basic drafting courses that would benefit him in designing welding projects.

## **2. Need**

A standard Industrial Technology (IT) program at the associate level has been in place at Nunez for some time. The proposed curricular reorganization is designed to accommodate Board of Regents requirements for numbers of program completers while addressing the needs of students and local industry. Other IT programs in the state follow the more traditional single core/subject area model. A Louisiana Department of Labor survey projects substantial growth in the Regional Labor Market for Area 1, including jobs in construction, industrial and related technologies, over a ten year period.

Financial need and available jobs cause students to exit academic programs prior to completion. The Industrial Technology Advisory Board is determined to establish a protocol requiring companies serving in advisory capacities to hire only program graduates. It is hoped that this policy will encourage students to finish degrees before being offered or seeking employment.

Employers in the area are being asked to contribute to the program in the following ways:

- a. Establishment of internships for students enrolled in the final twelve to fifteen hours of their academic program. This will offer students an opportunity for employment in the field while permitting companies to evaluate skills and work ethic of a potential employee.
- b. Establishment of scholarships for students in the IT program. A scholarship will link a student to a company, resulting in a relationship that could evolve into future employment.
- c. Assurance that all students completing degrees will be interviewed by companies. While the full support of companies represented on the IT Advisory Board is expected in this effort, Nunez anticipates that other companies will also participate.

Each area of the skills program has a specific Advisory Board that meets on a regular basis to discuss trends in the skill area. These boards are expected to make recommendations that should be implemented into the content area of coursework. The institution cites as an example recent suggestions from the Electrical Construction Advisory Board that the supply/generation aspect of the field should be included in coursework. The instructor was able to incorporate this topic into several courses within the degree program. Industrial organizations represented on the advisory boards for the various skill areas were provided by Nunez. A task force/advisory group is being formed to address composition and development of the anticipated production operations courses.

### **3. Students**

Students presently enrolled in the current feeder programs are expected to continue into the proposed A.A.S. in IT. Nunez anticipates that modification of the content toward a more generic curriculum will result in a marked increase in the number of students completing the program to meet the Regents' minimum average of eight students annually over the first five years. One hundred seven students were enrolled as majors in the feeder programs in the spring semester of 2005.

While Nunez utilizes a kiosk on a major highway and various strategically located billboards to advertise its programs, the institution reports that current and former students remain the best method of recruiting other students. The St. Bernard Parish School Board will have a member on the IT Advisory Board and a representative of NCC has begun attending their monthly Principals' Meeting.

### **4. Faculty**

There is presently an unfilled faculty position allocated to the IT program which will be filled to initiate the proposed program. The individual employed to fill the vacancy will be designated program director. Additionally, a recent agreement between Nunez Community College and Chalmette Refining Company states that the refinery will donate one full-time position to Nunez for a period of two years. This position will initially be housed within the IT program and will be dedicated to the development and delivery of production operations courses. Courses in the feeder programs, with the exception of construction/carpentry are adequately staffed at the time of proposal submission.

### **5. Library**

Current library holdings will adequately support the replacement AAS program. As the library has long supported the technologies that will be components of the new program, no additional investment will be necessary. The IT program has been allocated \$500 annually since 2000 for specific acquisitions. From the library's general allocation, additional reference materials for technology were purchased in the amount of \$450 during the last academic year.

## **6. Facilities and Equipment**

The replacement program will utilize laboratories of the core/concentration areas. These long standing labs are well equipped; several would cost over \$1 million to replace. Delivery of over \$100,000 in equipment to support production operations courses is anticipated prior to the fall semester of 2005.

Several classrooms have recently been upgraded utilizing Carl Perkins and Technology Fee resources to provide faculty with technology suitable for their courses. Nunez reports that classroom/lab utilization follows the typical community college pattern of heavy morning and late evening use. Need for additional space is not anticipated.

## **7. Administration**

The replacement IT program will remain housed in the Division of Business and Technology. The director of the IT program will report to the dean of the division, who is eager to rejuvenate the technology offerings at Nunez. The institution states that it has experienced a spurt of interest from area plants to further develop instrumentation courses and to add a series of production operations courses. Interest is attributed to the donation of a funded full time faculty position by Chalmette Refining. No impact on the administrative structure of the college is anticipated.

## **8. Accreditation**

The proposed IT program is mandated by Board of Regents' policy to be accredited by the National Association for Industrial Technology (NAIT). Two related programs at Nunez have already achieved that status. An initial cost of approximately \$2000 is anticipated for IT accreditation. No new maintenance costs will be incurred, as NCC already has NAIT participation.

## **9. Costs**

While the existing program has not been fully staffed recently, it is estimated that annual costs for faculty will be approximately \$50,000. Since this is a replacement program, costs should remain fairly static for the next few years; no additional costs are anticipated. Improved efficiency, however, is anticipated as the number of students enrolled in the program increases.

## **STAFF SUMMARY**

Nunez Community College has responded appropriately to the Board of Regents 2004 Review of Low Completer Programs Review of its associate-level program in Industrial Technology Management and affiliated certificate programs. NCC has worked closely with representatives of industry and proposes replacement programs that should prepare graduates for existing and anticipated employment in the area. A curricular umbrella which offers flexibility and enhanced likelihood of success as well as local support for students graduating from the replacement programs should meet the needs of both students and industry. The staff strongly suggests that the College seeks the advice and counsel of the program advisory boards for ways to promote student program completion.

## **STAFF RECOMMENDATIONS**

1. *The staff recommends that the Academic and Student Affairs Committee terminate the Associate of Applied Science program in Industrial Technology Management at Nunez Community College and the affiliated Certificate of Applied Science programs in Carpentry & Building Construction, Residential & Commercial Wiring, Machine Tool Technology, and Welding, effective immediately. Students currently enrolled in these curricula shall be allowed to complete their program of study within a reasonable time frame.*
  
2. *Further, the staff recommends that the Committee conditionally approve the Associate of Applied Science in Industrial Technology (CIP Code 150612) and affiliated Certificate of Technical Studies programs in Construction Technology (CIP Code 46.0201, Electrical Construction (CIP Code 46.0302) , Machine Tool Technology (CIP Code 48.0503) and Welding Technology (CIP Code 48.0508) at Nunez Community College, effective Fall 2005. The College shall submit a report to the Commissioner of Higher Education by September 1, 2008, documenting student enrollment, completers, and placement of graduates.*

**AGENDA ITEM III B 2**

**PROPOSED NEW ACADEMIC PROGRAM**

**NUNEZ COMMUNITY COLLEGE**

**ASSOCIATE OF APPLIED SCIENCE IN FOODSERVICE PRODUCTION  
AND MANAGEMENT**

## **AGENDA ITEM III B 2**

### **PROPOSED NEW ACADEMIC PROGRAM**

#### **NUNEZ COMMUNITY COLLEGE**

#### **ASSOCIATE OF APPLIED SCIENCE IN FOODSERVICE PRODUCTION AND MANAGEMENT**

#### **BACKGROUND INFORMATION**

At its meeting of August 26, 2004, the Board of Regents took the following action:

**The 21 low-completer programs listed in Chart D shall be temporary maintained through AY 2005-06. As indicated in Staff Comments, the affected institutions shall submit proposals for new, substitute programs for the existing low-completer programs by June 1, 2005. Thereafter, appropriate external consultant/staff reviews shall be scheduled to determine the relative need for and quality of the projected substitute programs.**

Two programs at Nunez Community College (NCC) were listed on Chart D: the Associate of Applied Science (A.A.S.) in Industrial Technology Management and the A.A.S. in Culinary Arts and Occupations. NCC has reviewed both curricula and those of associated certificate-level programs and has developed replacement programs.

Nunez Community College requests termination of the associate-level Culinary Arts program its affiliated certificate program. Despite significant enrollment in culinary courses, both of these programs suffer from low completion rates. To replace these degrees, the College requests the establishment of an A.A.S. in Foodservice Production and Management (FSPM) which incorporates a slight change in focus, allowing for the incorporation of management and production costs concepts into the curriculum. Additionally, the creation of a replacement C.T.S. in Culinary Arts affords less competition from surrounding institutions and facilitates the academic progression by offering students a more expedient exit threshold.

#### **STAFF ANALYSIS**

##### **1. Description**

This replacement program of study will place more emphasis and course content on production and production management. The courses comprising the curriculum are primarily existing courses that will be adapted to include more cost control and production management concepts. A business elective has been added to the program and a new course CULA: Baking is proposed. A gradual change in rubric from CULA to FSPM will avoid confusion with students in the teach-out phase of the program being cancelled. The total of 65 credit hours for the program, which can be completed in five semesters, satisfies the requirements of the American Culinary Federation, the programmatic accrediting agency recommended by the Board of Regents for



programs of this nature.

Culinary Arts courses	47 hours
General Education	12
Speech	3
<u>Approved Elective</u>	<u>3</u>
Total credit hours	65

Or

Semester I			Semester IV		
CULA 1000	Culinary Arts & Science	3	CULA 2710	Cost Control	3
CULA 1020	Basic Food Preparation	3	CULA 2730	Supervision	3
CULA 1050	Sanitation	3	CULA 2770	Desserts/Patisserie	3
CULA 1500	Baking	3	BIOL 1030	Nutr. for Foodservice	3
Math 1200	Survey Math Concepts	<u>3</u>	Humanities Elective		<u>3</u>
		15			15
Semester II			Semester V		
CULA 1700	Food/Beverage Purchasing	3	CULA 2800	Culinary Seminar	3
CULA 1750	Meat/Poultry/Seafood	3	CULA 2850	Culinary Practicum	3
CULA 1800	Soups/Stocks/Sauces	3	SPCH 1100	Fund Effect Speak	3
CULA 2750	Garde Manger Managem	3	CINS 1100	Surv Microcom Appl	<u>3</u>
ENGL 1010	English Composition	<u>3</u>			12
		18			

(One course substitution in the first two semesters allows for exit with CTS)

### Semester III

CULA 2020	Externship Program	2
Social Science Elective		<u>3</u>
		5

NCC is a Professional Management Partner with the National Restaurant Association (NRA) Educational Foundation, whose national certification examinations are administered in eight of the culinary courses. Nunez indicates that there is great industry respect for students who obtain these certifications, which indicate at least a 75% score on the exams. Students who are successful in six specified exams plus Nunez's courses in Management and Marketing qualify for NRA's Pro-Management Program Completion Diploma.

## 2. Need

The foodservice industry is the fastest growing industry in the nation, according to the NRA, quoted in the *Times Picayune* (July 24, 2005, section H-1) "as of this year, almost 200,000 Louisianans are employed in the restaurant industry, working in more than 10,000 establishments...almost 10% of workers in Louisiana work in restaurants. The NRA predicts that number will grow to more than 17% by 2015. Even when the economy takes a downward turn, consumers still dine out. The figures illustrate the extreme opportunity available in the restaurant

industry, as well as other food service related jobs.”

Statistics from the Regional Labor Market Report for Area 1 indicate there are 7,410 jobs in the management area of food service, which includes food service managers, chefs, head cooks, food purchasing managers and first-line supervisors of food preparation and serving workers. All of the occupations in the production area of food service are in Demand Level 1, or Top Demand. The Report further estimates that in the next ten years, jobs for restaurant cooks will increase by 25% while jobs for foodservice managers will increase by 16%.

The FSPM program will offer distinction from the culinary arts programs that presently exist at Delgado. It is hoped that by shifting away from duplication of programs, FSPM will provide an alternative focus to students interested in commercial food preparation careers. The foodservice arena is one of the largest employment bases in the Greater New Orleans metropolitan area. Students graduating from Nunez's existing program are doing well in employment. The existing program is fully articulated to the four year degree program at Nicholls, as will the proposed replacement program. Local workforce needs readily support course enrollment; the issue is one of restructuring in order to promote student program completion.

### **3. Students**

The source of students for the replacement program will remain the same. Nunez reports that its recruiting efforts have already become more focused towards the low-completer programs and that targeting recruiting of high school students and hotel employees for the existing and replacement foodservice programs has been significantly strengthened. The culinary program at NCC hosts an annual King Cake Extravaganza, in which students take classroom instruction to the next level and create unique king cakes which are sold to the community. The print media, especially *The Times Picayune*, traditionally offers front page coverage with articles and photographs, providing effective and economical advertising for the program.

The institution also hosts a high school student Chef'ery Cooking Competition and culinary students cater school events to make other students aware of a possible career option. Participation in American Culinary Federation (ACF) activities, such as the French Quarter Fest make the culinary program at Nunez more visible in the community. A Hot Food Competition Team was organized in 2004; its success offers increased visibility and community awareness of the program.

In the past academic year, student culinarians have been quite successful in two competitions. They took first place at the Louisiana Restaurant Association (LRA) Show in August 2004, while in March 2005, students from Nunez placed second to bachelor's program students from Nicholls in the New Orleans chapter's ACF competition.

For the spring semester of 2005, 367 students were enrolled in Culinary Arts courses. Students leave the program prior to completion for a variety of reasons, including desired employment, financial and time constraints, and difficulty with higher level math, such as Math 1180, Algebra for College Students. Nunez indicated that free math tutoring is provided for culinary students, which should serve as an incentive to students to continue their studies. NCC reports that successful professionals on the Culinary Advisory Board indicated that upper level math was not utilized in their work.

While most employers encourage attendance at a graduation ceremony, none presently pays diploma fees or restricts employment to graduates, though trained personnel or graduates are requested. Additionally, it is sometimes impossible for employed students to attend classes, much less to study while accommodating a tremendously demanding workload.

Students who complete the certificate or associate level programs are likely to receive higher rates of pay and experience more rapid advancement in the culinary field. Because of the required externship in the curriculum, the program boasts an 100% employment rate. Students start at about \$7/hour; by completion of the associate level program they are usually receiving \$10/hour.

#### **4. Faculty**

The faculty cohort of two FTE provide instruction in the existing Culinary Arts programs; they will adequately support the replacement programs. Faculty are highly dedicated and contribute heavily of their own time. A need for additional faculty is not anticipated.

#### **5. Library**

Present library holdings support the existing and replacement programs for Culinary Arts. No additional acquisitions are anticipated. The Culinary Department has been allocated \$400/year within the library budget since 2001. From its general allocation, the library also purchased additional reference and CBT materials for the program in the amount of \$904 during the last two years. Additionally, a donation with an approximate value of \$827 was received for the program.

#### **6. Facilities and Equipment**

A well equipped laboratory is currently used for food preparation classes. An adjacent area is utilized for seating as a café for culinary events and for lecture type classes. The lab is scheduled heavily from 8 a.m. through 4 p.m., while the adjacent room is used from 8 a.m. to 1 p.m. Both facilities are utilized frequently in the evenings for practicum and externship students who are working on special projects. Additional classrooms with overhead video projection for Power Point presentations are also available to faculty who require these technological capabilities. No additional facilities will be needed to offer the replacement programs.

#### **7. Administration**

The replacement programs will remain housed in the Division of Business and Technology. No changes in administrative structure are anticipated with the replacement programs. An advisory Board has guided the culinary programs at NCC since 1995. Individuals representing various areas of foodservice from hotels, restaurants, casinos and pastry shops, to hospitals and nursing homes as well as the coordinator of the LRA comprise the board.

## **8. Accreditation**

The current and proposed programs and courses meet the standards for accreditation by the American Culinary Federation, which is recommended by the Board of Regents. Nunez notes that its Student Government Association has dedicated up to \$3,000 of Technology Fee funds to assist with the accreditation process.

## **9. Costs**

As this is a replacement program, costs for the next four years are expected to remain static. A proportionate share of Carl Perkins funds have been utilized to purchase equipment, which is expected to continue to occur as needed for the replacement program. All lab courses carry lab fees for acquisition of supplies. Student participation in a Culinary Club generates funds which augment their purchase of uniforms, utensils and other needed items. No additional revenues are requested or anticipated.

## **STAFF SUMMARY**

Nunez Community College has responded appropriately to the Board of Regents 2004 Review of Low Completer Programs of its associate-level program in Culinary Arts and Occupations and its affiliated certificate program. NCC has worked closely with representatives of industry to redesign the curricula. The proposed replacement programs that should better prepare graduates for existing and anticipated employment in the area. The revised curricula may result in greater numbers of program graduates. The staff strongly suggests that the College seeks the advice and counsel of the program advisory board for ways to promote student program completion.

## **STAFF RECOMMENDATIONS**

- 1. The staff recommends that the Academic and Student Affairs Committee terminate the Associate of Applied Science in Culinary Arts and Occupations and the affiliated Certificate of Applied Science in Culinary Arts and Occupations at Nunez Community College, effective immediately. Students currently enrolled in these curricula shall be allowed to complete their program of study within a reasonable time frame.***
- 2. Further, the staff recommends that the Committee approve the Associate of Applied Science in Foodservice Production and Management (CIP Code 12.0503) and the affiliated Certificate of Technical Studies program in Culinary Arts at Nunez Community College (same CIP Code), effective Fall 2005. The College shall submit a report to the Commissioner of Higher Education by September 1, 2008, documenting student enrollment, completers, and placement of graduates.***